

Message

From: Patel, Kashyap D [kashyap_patel@fws.gov]
Sent: 7/29/2021 3:27:09 PM
To: Grifo, Francesca [Grifo.Francesca@epa.gov]; Mclean, Craig [Craig.Mclean@noaa.gov]; Cono, Joanne (CDC/DDPHSS/OS/OD) [bzc6@cdc.gov]; Blythe, Brad J [Brad.Blythe@boem.gov]; ericka.boone@nih.gov; **Ex. 6 Personal Privacy (PP)**; Shumate, Byron C [bshumate@usgs.gov]; ron.s.iarmin@census.gov; jennifer.macdonald8@va.gov; Ramoni, Rachel [Rachel.Ramoni@va.gov]; **Ex. 6 Personal Privacy (PP)**; **Ex. 6 Personal Privacy (PP)**; Murphy, Margaret B [mmurphy@ida.org]
CC: Shellby Johnson - NOAA Affiliate [shellby.johnson@noaa.gov]; cynthia.decker@noaa.gov; Mary.Catherine.Potter@census.gov
Subject: WG2 Weekly Meeting recap
Attachments: SI Challenges - Report.jpg; WG2 Report Table of Contents.docx; WG2 Report framework.docx; WG2 RT Breakout1 notes.pptx; WG2 RT Breakout2 notes.pptx; WG2 RT Breakout3 notes.docx

Good morning WG2,

Thanks for a productive meeting! We followed up on our Adjudication Policies data call, established writing teams with volunteers, and clarified next week's milestones and deliverables. Thank you all for making that easy 😊

Our next deliverable is the Aug 6th biweekly FTAC meeting. We anticipate briefing the FTAC on a distilled version of our collective written work at that point. Tomorrow is the co-chairs bi-weekly meeting so we may have guidance that clarifies expectations for our presentation.

Timeline:

We have roughly 6 business days to work with.

Today/tomorrow: Writing teams should huddle (cc'ing all of WG2) or coordinate via email the assignments to team members to cull through RT notes, RFI data and listening session notes (available to date).

Aug 3 (midpoint): Writing team leads should please email all WG2 members with the substantive observations, findings and recommendations of their section. I'll update everyone via email on any guidance we get regarding the Aug 6th FTAC update.

Aug 6: Writing teams should have an initial rough draft of their sections. The topic of each paragraph may be sufficient to form the bullets of a WG2 update to the FTAC.

Writing teams:

Introduction/Framing: **Joanne**

Violations/Categories: **Craig**, Pat

Violations/Special interest: **Francesca**, Ericka

Early Detection and Prevention: **Kashyap**, Brad, Byron

Adjudication practices: **Byron**, Brad, Pat

Effective enforcement and accountability: **Brad**, Byron, Ron, Kashyap

Improving transparency, confidentiality, recordkeeping and reporting: **Ryan**, Byron, Ericka

For your convenience, I'm attaching relevant documents from our [MAX WG2 Report child page](#) to support your report writing. STPI is working on our roundtable notes and will send them as soon as they're available.

Thanks!
Kashyap

From: Patel, Kashyap D

Sent: Wednesday, July 28, 2021 10:36 PM

To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;

Ex. 6 Personal Privacy (PP) Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov; jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)** **Ex. 6 Personal Privacy (PP)** Murphy, Margaret B <mmurphy@ida.org>

Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov; Mary.Catherine.Potter@census.gov

Subject: RE: WG2 action items

Hi WG2,

In preparation for tomorrow's meeting, please find attached a discussion draft of a report framework. It's a compilation of our SI categories, our Table of Contents and the FTAC report outline Jerry sent yesterday.

Agenda:

- Status update: Adjudication policies data call
- Volunteers to draft report sections
- Timeline

Thanks!

Kashyap

From: Patel, Kashyap D

Sent: Thursday, July 22, 2021 1:53 PM

To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;

Ex. 6 Personal Privacy (PP) Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov; jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)** **Ex. 6 Personal Privacy (PP)** ; Murphy, Margaret B <mmurphy@ida.org>

Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov; Mary.Catherine.Potter@census.gov

Subject: WG2 action items

Hi WG2,

Below are the action items that I captured from this morning's weekly meeting. Please feel free to reply with anything I missed or clarification I can help staff.

Debrief RT

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

Please add or clarify anything I may have missed. I look forward to seeing those who can join tomorrow at 1pm!
Kashyap

From: Patel, Kashyap D

Sent: Wednesday, July 21, 2021 9:41 PM

To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;

Ex. 6 Personal Privacy (PP) Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov;

jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)**

Ex. 6 Personal Privacy (PP); Murphy, Margaret B <mmurphy@ida.org>

Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov;

Mary.Catherine.Potter@census.gov

Subject: WG2 weekly meeting

Hi Everyone! I hope you're having a great week.

See below our notional agenda for tomorrow's weekly WG2 meeting.

- Debrief on RT
- More input from WG; How about an internal WG2 RT?
- Drafting a Report TOC to present on Friday
 - How to structure/align with our discussion questions
 - What other input is needed?
 - Writing assignments

Thanks,
Kashyap

From: Patel, Kashyap D

Sent: Thursday, July 15, 2021 4:20 PM

To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;

Ex. 6 Personal Privacy (PP) Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov;

jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)**

Ex. 6 Personal Privacy (PP) Murphy, Margaret B <mmurphy@ida.org>

Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov;

Mary.Catherine.Potter@census.gov

Subject: RE: WG2 weekly meeting

Good afternoon everyone! (And Happy Birthday, Francesca!!!)

Quick recap from this morning's weekly WG2 meeting:

- We discussed the Roundtable questions. We shortened the list of questions by combining a few and pulled others out to be zoom poll questions. The previous documents with roundtable questions and prompts now exist on our MAX site as a Readahead and a Facilitator's Guide.
- I created a [Roundtable child page](#) for these documents to make them easy to find. Please provide your input, thoughts and comments by the deadlines below.
- Jerry put in a plug to disseminate awareness of the [listening sessions](#) to your agency employees.
- Everyone's encouraged to attend the WG roundtables they can.

The timeline I'm tracking is:

19 July: Finalize readahead materials so Ryan can send them to our roundtable invitees.
 20 July 5pm: The co-chairs are meeting to finalize the facilitator's guide/prompts and slides for the roundtable.
 21 July 10am-12pm: WG2 Roundtable
 23 July: FTAC bi-weekly meeting. Topic: Draft report guidance (attached). I understand the FTAC co-chairs next regular meeting is tomorrow, (16 July) and we may get some updates to the plan for July 23rd.

Thanks!
 Kashyap

From: Patel, Kashyap D
Sent: Wednesday, July 14, 2021 5:24 PM
To: 'Grifo, Francesca' <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; 'Cono, Joanne (CDC/DDPHSS/OS/OD)' <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; 'ericka.boone@nih.gov' <ericka.boone@nih.gov>; **Ex. 6 Personal Privacy (PP)** Shumate, Byron C <bshumate@usgs.gov>; 'ron.s.jarmin@census.gov' <ron.s.jarmin@census.gov>; 'jennifer.macdonald8@va.gov' <jennifer.macdonald8@va.gov>; 'Ramon, Rachel' <Rachel.Ramon@va.gov>; **Ex. 6 Personal Privacy (PP)** **Ex. 6 Personal Privacy (PP)**; 'Murphy, Margaret B' <mmurphy@ida.org>
Cc: 'Shellby Johnson - NOAA Affiliate' <shellby.johnson@noaa.gov>; 'cynthia.decker@noaa.gov' <cynthia.decker@noaa.gov>; 'Mary.Catherine.Potter@census.gov' <Mary.Catherine.Potter@census.gov>
Subject: WG2 weekly meeting

Hi WG2,

Please find attached two documents drafted this week in preparation for our Roundtable discussion. Also attached is our latest invitee list. All are on MAX and attached here for your convenience in prep for tomorrow's weekly WG2 meeting.

Thanks!
 Kashyap

From: Patel, Kashyap D
Sent: Friday, July 9, 2021 10:59 AM
To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov; **Ex. 6 Personal Privacy (PP)** Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov; jennifer.macdonald8@va.gov; Ramon, Rachel <Rachel.Ramon@va.gov>; **Ex. 6 Personal Privacy (PP)** **Ex. 6 Personal Privacy (PP)** Murphy, Margaret B <mmurphy@ida.org>
Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov; Mary.Catherine.Potter@census.gov
Subject: RE: WG2 weekly meeting recap

Hi WG2,

The latest updates to our Roundtable invitee list and draft invitation language are posted on our [MAX page](#) for your input.

Please add your input as soon as convenient, as we're planning to push it up for the FTAC to send out as early as Monday, July 12th.

Thanks!
Kashyap

From: Patel, Kashyap D

Sent: Thursday, July 8, 2021 10:56 AM

To: 'Grifo, Francesca' <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; 'Cono, Joanne (CDC/DDPHSS/OS/OD)' <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; 'ericka.boone@nih.gov' <ericka.boone@nih.gov>; **Ex. 6 Personal Privacy (PP)**; Shumate, Byron C <bshumate@usgs.gov>; 'ron.s.jarmin@census.gov' <ron.s.jarmin@census.gov>; 'jennifer.macdonald8@va.gov' <jennifer.macdonald8@va.gov>; 'Ramoni, Rachel' <Rachel.Ramoni@va.gov> **Ex. 6 Personal Privacy (PP)**; **Ex. 6 Personal Privacy (PP)**; 'Murphy, Margaret B' <mmurphy@ida.org>

Cc: 'Shellby Johnson - NOAA Affiliate' <shellby.johnson@noaa.gov>; 'cynthia.decker@noaa.gov' <cynthia.decker@noaa.gov>; 'Mary.Catherine.Potter@census.gov' <Mary.Catherine.Potter@census.gov>

Subject: WG2 weekly meeting recap

Hi WG2, below is a quick recap and list of actions from this morning's weekly meeting.

We are focused on two key opportunities to substantively advance our work: tomorrow's FTAC meeting that will include breakouts by WGs, and the Agency roundtable.

Tomorrow the FTAC will use the scheduled meeting time to have each WG break out to focus on key elements of its charge and conduct a trial-run of the roundtable approach we plan to use. We will have members of WG1 (external engagement) join us. The attached email includes a draft description of the focus of our breakout that we can refine to maximize our time together.

We decided to reschedule our roundtable with agencies from Wed, July 14th to Wed, July 21st, keeping the same time 10am-12pm. That allows us time to work on invitation language that sets the roundtable up for success by addressing confidentiality and attribution, and perhaps a read-ahead document with potential questions to prime the discussion.

Actions:

- Kashyap: Add invitees from the interagency WG on research misconduct to our invitee list for the agencies we identified
- Kashyap: Revise draft roundtable invitation language, addressing confidentiality and attribution
- Francesca: Distill our agency data call into 3-4 probing questions

I'll let you know as we have drafts for your review posted on MAX. We'll have (the now customary) short turnaround time to incorporate edits as we're shooting to send invites out by Monday, July 12th.

Thanks!
Kashyap

From: Patel, Kashyap D
Sent: Thursday, July 8, 2021 8:01 AM
To: 'Grifo, Francesca' <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; 'Cono, Joanne (CDC/DDPHSS/OS/OD)' <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; 'ericka.boone@nih.gov' <ericka.boone@nih.gov>; **Ex. 6 Personal Privacy (PP)**; Shumate, Byron C <bshumate@usgs.gov>; 'ron.s.jarmin@census.gov' <ron.s.jarmin@census.gov>; 'jennifer.macdonald8@va.gov' <jennifer.macdonald8@va.gov>; 'Ramoni, Rachel' <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)**
Ex. 6 Personal Privacy (PP) 'Murphy, Margaret B' <mmurphy@ida.org>
Cc: 'Shellby Johnson - NOAA Affiliate' <shellby.johnson@noaa.gov>; 'cynthia.decker@noaa.gov' <cynthia.decker@noaa.gov>; 'Mary.Catherine.Potter@census.gov' <Mary.Catherine.Potter@census.gov>
Subject: WG2 Weekly meeting

Good morning!

In preparation for this morning's weekly WG2 meeting, I've attached WG4's run of show for their roundtable. Perhaps it's a model we can leverage.

Thanks!
Kashyap

From: Patel, Kashyap D
Sent: Wednesday, July 7, 2021 12:04 PM
To: 'Grifo, Francesca' <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; 'Cono, Joanne (CDC/DDPHSS/OS/OD)' <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; 'ericka.boone@nih.gov' <ericka.boone@nih.gov>; **Ex. 6 Personal Privacy (PP)**; Shumate, Byron C <bshumate@usgs.gov>; 'ron.s.jarmin@census.gov' <ron.s.jarmin@census.gov>; 'jennifer.macdonald8@va.gov' <jennifer.macdonald8@va.gov>; 'Ramoni, Rachel' <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)**
Ex. 6 Personal Privacy (PP) 'Murphy, Margaret B' <mmurphy@ida.org>
Cc: 'Shellby Johnson - NOAA Affiliate' <shellby.johnson@noaa.gov>; 'cynthia.decker@noaa.gov' <cynthia.decker@noaa.gov>; 'Mary.Catherine.Potter@census.gov' <Mary.Catherine.Potter@census.gov>
Subject: WG2 Roundtable scheduled: July 14th 10am-12pm

Hi WG2!

You should receive a calendar hold later today from Ryan for our roundtable now scheduled for July 14th from 10:00am-12:00pm.

Please finalize your additions to all 3 WG roundtable invitee lists (WG2, 4 & 5) at your earliest convenience. If I can assist, please let me know. I live to serve!
Kashyap

From: Patel, Kashyap D
Sent: Thursday, July 1, 2021 11:35 AM
To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;
Ex. 6 Personal Privacy (PP) Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov;
jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov>; **Ex. 6 Personal Privacy (PP)**
Ex. 6 Personal Privacy (PP) Murphy, Margaret B <mmurphy@ida.org>
Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov;
Mary.Catherine.Potter@census.gov
Subject: WG2 Roundtable Planning

Hi WG2!

Thank you to everyone who was able to join. Jerry also joined our weekly meeting, which was great for a number of reasons, including his ideas for how to organize roundtable breakout groups.

Roundtable invitees

Please continue to populate the WG2, 4 & 5 invitee lists on MAX with appropriate participants from your agency, and feel free to self-nominate. If MAX isn't working for you, please send me your agency's participants and I can add them to the appropriate WG invitee list. For your convenience, I'm copying the newly defined WG roundtable scopes and dates below.

WG1 External Engagement --- N/A (serves the other WGs)

WG2 SI Challenges (Wed July 14th) --- People who have knowledge of scientific integrity policy infractions and could describe what went wrong and what would be useful for preventing it from happening in the future.

WG3 SI Communications --- N/A (they will be collecting agencies' communications policies and conducting listening session July 19-23)

WG4 SI Practices (Fri July 16th 10am) --- Chief Science Officers, Scientific Integrity Officers, Senior Research Scientists, Evaluation Officers

WG5 SI Training and Transparency (Thu July 15th 2-4pm) --- Understanding of training and education efforts surrounding Scientific Integrity; 2) Knowledge about the reporting practices used at their agency for SI implementation and allegations of misconduct; 3) Awareness of how COIs regarding science are defined and handled at their agency.

If a desired participant from your agency has a scheduling conflict preventing them from participating in a scheduled roundtable, STPI may be able to organize a 1-on-1 interview to gather that individual's input.

Our WG2 Roundtable planning

- 1) Please send me your availability for a 2-hour block on Wednesday July 14th. So far I've only confirmed that 10am-12pm works for one of our co-chairs.
- 2) Please start thinking about roundtable breakouts that make sense. Some ideas offered this morning were breakouts organized by intramural/extramural, regulatory/non-regulatory, and domain (health sciences, environment, physical security etc).
- 3) Lastly, the FTAC timeline (attached) has us shooting to complete our first draft WG report a week-and-half after our roundtable. Please start thinking about the sections we can start working concurrently.

Thanks!

Kashyap

From: Patel, Kashyap D

Sent: Wednesday, June 30, 2021 3:37 PM

To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;

Ex. 6 Personal Privacy (PP) ; Shumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov;

jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov> **Ex. 6 Personal Privacy (PP)**

Ex. 6 Personal Privacy (PP) ; Murphy, Margaret B <mmurphy@ida.org>

Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov;

Mary.Catherine.Potter@census.gov

Subject: WG2 Weekly Meeting

Hi WG2,

Thank you to those who weighed in on your preference for keeping or cancelling tomorrow's WG2 weekly meeting.

While we won't have our co-chairs and FTAC liaison available tomorrow, we do have an FTAC deliverable due by COB tomorrow. I'll plan to use tomorrow's meeting time as "office hours" and call in to make myself available to provide support to those needing help getting their agency's roundtable participant names on each WG's invitee spreadsheet in MAX.

If there are any clarifying questions I can staff to help you identify appropriate participants, I'll be happy to take those for action as well.

Thanks!
Kashyap

From: Patel, Kashyap D

Sent: Monday, June 28, 2021 3:58 PM

To: Grifo, Francesca <Grifo.Francesca@epa.gov>; Mclean, Craig <Craig.Mclean@noaa.gov>; Cono, Joanne (CDC/DDPHSS/OS/OD) <bzc6@cdc.gov>; Blythe, Brad J <brad.blythe@boem.gov>; ericka.boone@nih.gov;

Ex. 6 Personal Privacy (PP) bshumate, Byron C <bshumate@usgs.gov>; ron.s.jarmin@census.gov; jennifer.macdonald8@va.gov; Ramoni, Rachel <Rachel.Ramoni@va.gov> Ex. 6 Personal Privacy (PP)

Ex. 6 Personal Privacy (PP) Murphy, Margaret B <mmurphy@ida.org>

Cc: Shellby Johnson - NOAA Affiliate <shellby.johnson@noaa.gov>; cynthia.decker@noaa.gov

Subject: RE: [EXTERNAL] SI-FTAC 6/25 follow-up action items and links

Hi WG2!

Hopefully your day has been merciful and you've had the luxury of time to review Ryan's requests below.

Request #1 – due COB today (6/28) please

Ex. 6 Personal Privacy (PP) I did connect with Joanne on some draft language for your reactions. We're proposing for our desired scope of expertise for Roundtable invitees: "People who have knowledge of policy infractions and could describe what went wrong and what would be useful for preventing it from happening in the future."

If you have suggested edits or additions, please share your recommendations and ideas with this thread. I have my son's first swim meet tonight, and will roll-up any edits or input into the file on our MAX page when I'm back ~8-8:30pm.

Request #2 – due COB Thursday (7/1) please

Please see Ryan's request below for individuals from your agency to be added to the WG roundtable lists. In addition, I will start to populate the Agency column of our WG2 agency invitee list based on my notes from Thursday's meeting of the Agencies we'd like represented at our roundtable. I'm also attaching Byron's interagency list to inspire your thinking of agencies we may have missed.

Request #3 – due COB Wednesday (6/30) please

Ex. 6 Personal Privacy (PP) which means all 3 co-chairs will be out for our regular Thursday WG meeting. Please let me know your preference for keeping our Thursday meeting or if you'd prefer to cancel this week. I'll email you with what the group decides.

Many thanks!
Kashyap

From: [Ex. 6 Personal Privacy (PP)]

Sent: Monday, June 28, 2021 8:20 AM

Cc: Robinson, Craig R <crrobinson@usgs.gov>;

[Ex. 6 Personal Privacy (PP)]

Grifo.Francesca@epa.gov; Anne.Ricciuti@ed.gov;

[Ex. 6 Personal Privacy (PP)]

gsu2@cdc.gov; Percher, Avital <apercher@nsf.gov>

Subject: [EXTERNAL] SI-FTAC 6/25 follow-up action items and links

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

Hi SI-FTAC members,

Thanks again for excellent 6/25 meeting and superb WG presentations. A couple of reminders.

Action Items:

- **Monday 6/28 COB:** Each WG please provide a desired scope of expertise for Roundtable invitees. Please input in the first cell within the sheet created in your WG MAX page (links found below).

- **Thursday 7/1 COB:** Each WG please complete Roundtable invitee list. FTAC members are requested to nominate a participant from their agency who best matches the desired scope.

*We ask each FTAC member to nominate a Roundtable participant from their agency for each WG Roundtable (self-nominations are welcome). You can find each WG's RT invitee list, entitled "WG-X Roundtable Agency Invitees.xlsx" here: [Challenges in SI \(WG2\)](#), [SI Practices: Communications \(WG3\)](#), [SI Practices: Science \(WG4\)](#), and [SI Practices: Training & Transparency \(WG5\)](#). Please indicate your name in the last column if you are a non-WG member.

In addition, please find other relevant guidance documents to help with planning:

- [Proposal for Roundtables](#), available for comment/feedback.
- [Proposal for Listening Sessions](#), available for comment/feedback.
- [Deliverable timeline slide](#), also updated on the SI-FTAC front page.
- [Draft guidance for 1st draft WG reports](#), please provide comments, questions, and additional suggestions to help elaborate the guidance so it is most useful to the WGs.

Have a great week and see you in the WG meetings. Keep up the great work!

Best,

SI-FTAC co-chairs and ExecSecs